

**BUILDING & GROUNDS COMMITTEE MEETING  
MINUTES**

August 7, 2023

**Members Present:** Sam Cahnman, Pam Deppe, Brad Miller, Jeff Thomas, Paul Truax

**Members Absent:** Vera Small

**Others Present:** Brian Davis, Byron Deaner, Becky Dollar, Tracy Garrison, Kim Jackson, Sarah Jimenez, Curtis Mann, Stephanie Martin, Denise McCrady (Secretary)

Chair Deppe called the meeting to order at 5:15 p.m.

A motion to approve the minutes from the June 26, 2023 meeting was made by Truax and seconded by Miller. Motion carried (4-0) with Cahnman abstaining.

Kim Jackson, Information Systems, requested approval of three purchase orders. A motion to approve the requests was made by Truax and seconded by Thomas. Motion carried (5-0).

Sarah Jimenez, KIND Consulting, requested approval of a contract agreement and a RFQ. A motion to approve the requests was made by Thomas and seconded by Truax. Motion carried (5-0).

Presentations were made giving project updates.

Brian Davis, County Engineer, requested approval of an intergovernmental agreement. A motion to approve the requests was made by Miller and seconded by Thomas. Motion carried (5-0).

A motion to accept the purchase reports was made by Thomas and seconded by Miller. Motion carried (5-0).

There was no Old Business or Public Comment. Byron Deaner, Facilities Manager presented his monthly report.

A motion to adjourn was made by Truax and seconded by Cahnman. Motion carried (5-0). Meeting adjourned.